



COTTAGE LOT DEVELOPMENT

AND

MAINTENANCE STANDARDS

CRIMSON LAKE PROVINCIAL PARK

Revised: July 2016

**COTTAGE LOT DEVELOPMENT AND MAINTENANCE STANDARDS
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1. INTRODUCTION

The purpose of these standards is to provide direction and guidance to both cottage owners and future staff as to how cottage lots at Crimson Lake Provincial Park are to be developed and maintained. The overall objective is to ensure cottage lots are developed and maintained in such a manner that the natural environment of the park is protected and that a consistent and qualitative standard of development is maintained for the subdivision.

The Provincial Parks of Alberta are part of the heritage of the people of Alberta and Parks Division has the responsibility to manage and protect the parks. The provision of cottage lots in Provincial Parks is a privilege extended to only a small number of Albertans. Cottagers are encouraged to consider this a privilege and the responsibility that comes with it to assist Alberta Parks Division in its mandate to manage parks such that they are protected for the future.

The intent of these standards is not to significantly change the present subdivision, that is, the majority of the present type of development in the subdivision served as the model for these standards. However, existing developments that do not conform to these standards will be required to meet the standards when replaced or re-developed.

The standards for the cottage lot development and maintenance are presented in four sections:

LOT DEVELOPMENT

- This concerns the use of land within each lot.

BUILDINGS AND STRUCTURES

- This presents the standards for design, construction and appearance.

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UTILITIES AND SERVICE

- This deals with the installation of sewage, water and other utilities.

LOT AND BUILDING MAINTENANCE

- This section provides the standards with respect to long term maintenance of the buildings and lot.

2. LOT DEVELOPMENT

a) BUILDING APPLICATION PROCESS

- i) All construction, renovation and demolition requests must be submitted in writing to the Central Region Park Office in Red Deer.
- ii) All measurements on all submitted documents must be in metric.
- iii) Construction requests must include architectural plans (must clearly show adherence to the construction limits), plot plan (must clearly show adherence to the boundary line setbacks and show plans for proposed driveway and parking pad), timelines and general information regarding the colours and materials to be used.
- iv) A non-refundable application fee of \$50.00 must be submitted with all **new construction** cottage building requests.
- v) Any permits required for construction are the cottage owner's responsibility (example: Provincial or Municipal Building Permits, etc.).
- vi) Tree removal requests may be submitted by email to the Red Deer Regional Office.
- vii) Prior to any construction, if there is concern from any affected party as to where the lot boundary lines are, the cottage owner will have a survey done at their own expense.

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b) MAXIMUM DEVELOPMENT AREA

- i) Limits on development are to prevent lots and cottages from being out of character with the park setting and adjacent cottages.
- ii) The rear lease boundary line is defined as the one closest and parallel to the public roadway.
- iii) The front lease boundary line is defined as the one closest to Crimson Lake.
- iv) The purpose of the side yard set back is primarily to provide privacy for cottage users and space between cottages for fire control access and prevent fires from spreading. The set back also serves to avoid future encroachment of improvements onto adjacent lots.
- v) Maximum area of lot that may be occupied by improvements is 50%. Improvements include: cottage building, utility shed, bathroom structure, garage, carport, developed driveway, parking pad, patio, deck, stairs, boardwalks, landscaping retaining walls and firepits. **If the section of driveway that covers Park land between the road and the rear lease boundary line is considered developed, it will be included in this percentage.**
- vi) The Development area is defined as the area occupied by the external dimensions of a building or structure. External dimensions of any building are measured at the exterior of either the foundation walls or building walls, whichever is greater.
- vii) The following setbacks from the lease boundary lines apply to all buildings and structures (exceptions as noted):
 - All buildings and structures must be at least 3 metres from the front lease boundary line with the exception of **uncovered** decks. Uncovered decks may be constructed up

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to the front lease boundary line provided the only excavation required is for posts to support the deck and the deck is not covered in any way.

- All cottage buildings, cantilever designs, garages and decks must be at least 1.5 metres from either side boundary line.
- Structures other than the cottage building, decks and garage are permitted up to 1 metre from the side lease boundary line.
- All buildings and garages must be at least 9 metres from the rear lease boundary line.
- Structures other than the cottage building and garage are permitted up to 3 metres from the rear lease boundary line.
- A set back of 1.5 metres from any boundary line applies to sewage holding tanks, cisterns or propane tanks or buildings that may be directly associated with them.

Quick Reference Chart

If item not listed, refer to Sections 2&3	Maximum Building Area	Maximum Height	Minimum from side lot boundary	Minimum from front lot boundary	Minimum from rear lot boundary
Cottage	92 sq./m	7.62 Metres	1.5 Metres	3 Metres	9 Metres
Garage		4 Metres	1.5 Metres	3 Metres	9 Metres
Shed / Carport / Outbuilding		4 Metres	1.0 Metres	3 Metres	3 Metres
Deck - Covered		4 Metres	1.5 Metres	3 Metres	3 Metres
Deck - Uncovered			1.5 Metres		3 Metres
Cisterns/Sewage Holding Tanks/ Propane Tanks / Associated Buildings		(Associated Buildings) 4 metres	1.5 Metres	1.5 Metres	1.5 Metres
Dock	15 m long				

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c) LANDSCAPE

Existing Vegetation

- i) Existing trees and other existing natural vegetation may not be removed without prior approval of the Central Region Land Use Officer. In general, removal of trees and other existing natural vegetation will be discouraged.
- ii) Existing trees and existing natural vegetation that are to remain must be protected from damage during construction.
- iii) Existing trees and vegetation outside of property may not be removed without prior authorization from the Central Region Land Use Officer.

Landscape Development

- iv) All planting of trees, shrubs and perennials must be with plants indigenous to the Crimson Lake area.
- v) Generally, lawn areas are discouraged.
- vi) Planting of non native plant species is not allowed.
- vii) Efforts by park staff and cottage owners to remove non native species such as the caragana bush will be encouraged.

3. BUILDINGS AND STRUCTURES

a) BUILDINGS

- i) One cottage building may be constructed and this may be the only building used as a dwelling unit or sleeping quarters. Cottage buildings are to be permanent, fixed improvements.
- ii) Other buildings and structures permitted are: garage, bathroom building complete with holding tank, utility shed, carport, patio, deck whether attached to cottage or separate.
- iii) Maximum building area of cottage building's first floor is 92 square metres.

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- iv) Minimum building area of cottage building's first floor is 55.74 square metres.
- v) Maximum height of the cottage building is 7.62 metres as measured from the average existing grade line on the upper grade of the lot to the peak of the roof.
- vi) Cottages shall be of a design that provides no more than two stories.
- vii) Maximum height of accessory buildings is 4 metres.
- viii) Spoil materials from the basement excavations may not be stored or re-graded onsite except where used to grade a building foundation pad and must be removed from the park.
- ix) Mobile homes (including Park Models), holiday trailers, RV's or other moveable units such as Sea-cans and tent structures will not be approved for use as cottages or other purposes such as storage units or garages.
- x) Holiday trailers and RV's are only permitted on the lot as temporary accommodation during construction or to accommodate guests for a period **not to exceed 16 days**.
- xi) Sea-cans and tent structures will only be allowed for the purpose of storage of construction tools and materials required during the construction period. Once the construction is complete, the sea-can or tent structure must be removed from the property.
- xii) Chimneys and fireplaces must be of approved construction and be fitted with chimney caps of a spark suppressing type.
- xiii) No branches or other combustible material will be allowed to encroach within one metre of chimneys.
- xiv) Chimneys, woodstoves and fireplaces must meet Alberta Building Code standards.

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b) ARCHITECTURAL REQUIREMENTS

- i) It is desirable that the cottages be in harmony with the scenic, visual environment of the park while allowing for some expression of individuality in the color schemes.
- ii) The use of a natural material (i.e. wood) with a rustic character is encouraged for exterior finishing.
- iii) The selection of a natural color is more important than the actual material but natural materials would contribute to the aesthetic character of the subdivision in the park setting.
- iv) Colors of buildings (roofing and siding) and structures must be predominantly muted, flat earth tones (grays, greens, browns). Limited use of trim colors for accent is acceptable.

c) FENCES (Lot Boundary Markers)

- i) The installation of fences will be generally discouraged. The Central Region Land Use Officer must approve fence location and design in advance. Maximum fence height will be 1 metre. Fences may be considered for purposes of controlling pedestrian trespass and for this purpose should be of a design that does not obstruct visibility and has minimal visual impact (i.e. coated chain link fence). Fences for privacy screening will be approved only if absolutely necessary for leaseholder's use and enjoyment of the lot.
- ii) Dog Runs may be constructed with prior approval and will be seasonal in nature. They must be dismantled for the winter season.

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d) DOCKS AND PIERS

- i) No additional authorization required if adhering to the Ministerial Order 42/2021 *Disturbance Standard for Temporary Seasonal Docks and other Mooring Structures for Personal Recreation Purposes*.
- ii) If exemptions to the standards are required, approval will be required under the *Public Lands Act*.
- iii) Developments of a permanent nature on the bed and shore of the lake that is in conjunction with their lease must apply for a Licence of Occupation (DLO) under the *Public Lands Act*.
- iv) In the off season, storage of mooring structures shall be either fully within your lease lot boundaries or on private land.
- v) Any alteration to the land between your lease boundary and the bed or shore or to the bed and shore, including removal of aquatic vegetation, requires prior written authorization.
- vi) The Disposition Holder must obtain federal, provincial, municipal, and other permits and approvals, as applicable, with respect to activities that may take place on the Lands.
- vii) Consult the Government of Alberta web page for more information.

e) STAIRS AND VIEWING DECKS

- i) Development of stairs and/or viewing decks between the front of the cottage and the lakeshore is permissible. The prime intent of these items is access to the lakeshore and docks.
- ii) As the area between the front of the lease and the lakeshore is Park, public access across this portion of land is required

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and as a result, no structure may be placed so as to impede public access across this area.

- iii) Leaseholders must consult with the Central Region Land Use Officer to determine requirements and to obtain approval for the proposed structure. NOTE: The majority of these structures fall outside the lease.

f) OUTDOOR FIRE PITS

- i) Must be located in areas free from overhanging branches or other combustible materials and have a vegetation free buffer of no less than one metre surrounding the pit.
- ii) Must be a design approved by the Central Region Land Use Officer.
- iii) Must be a totally enclosed fire pit i.e. metal ring, cement blocks.

g) SIGNS

- i) Only one entrance sign permitted per lot.
- ii) Signs may not be attached to trees, other natural features or the Block and Lot marker post.

h) INSPECTIONS

- i) Lot inspections are conducted every 2 years in the fall.

4. UTILITIES AND SERVICE

a) POTABLE WATER

- i) Any well which is to be drilled will be examined as to location for minimum impact on the Park. Factors to consider are location and no permanent above ground lines. As well, consideration should be given to co-operative type wells where two or more cottages may share a well.

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- ii) Provision of potable water is the individual responsibility of each leaseholder.
- iii) Water wells will be permitted. Each well application is to be directed to the park office and approval must be given prior to drilling. Shared wells will be encouraged.
- iv) A copy of the water well log is to be submitted to the District Conservation Officer.
- v) Cisterns will be considered on an individual lot basis. Approval must be obtained from the Central Region Land Use Officer in advance. Cisterns must either be incorporated into the building structure or placed below ground.

b) SEWAGE

- i) Each cottage must have a holding tank that will receive all sewage and gray water generated on site. Arrangements for tank pump out and sewage disposal outside the Park are the leaseholder's responsibility.
- ii) The Central Region Land Use Officer and the Department of Health must approve the design for the holding tank.
- iii) Holding tanks are to be installed in accordance with the Plumbing and Drainage Act.
- iv) Underground installation not closer than one metre from a lease boundary line or a building and 10 metres from the lake.
- v) Holding tanks shall be accessible for pumping out.

c) PROPANE TANKS

- i) Propane tanks are the responsibility of the leaseholder.
- ii) Propane lines from the tank to cottage shall be buried.
- iii) All installations and connections will be subject to the applicable gas code standards.

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d) NATURAL GAS

- i) The Central Region Land Use Officer must approve Natural Gas installation.
- ii) All installation must be through the natural gas provider for the Park (Rocky Gas Co-op Ltd.).

e) GARBAGE DISPOSAL

- i) All waste must be disposed of outside the park at an approved facility.
- ii) Garbage must be stored indoors to prevent attracting wildlife.

f) OTHER UTILITIES

- i) The installation of all utilities and services is to be at the leaseholder's expense.
- ii) All installation of utilities will be subject to approval by the Central Region Land Use Officer.
- iii) All installation and connection will be subject to the applicable code standards and inspection.
- iv) All lines shall be buried.

g) SATELLITE RECEIVERS & OTHER ANTENNAE

- i) Satellite dishes and other antennae are to be of a design and color and sited and installed, such that the result has the least possible visual impact on the park landscape. Dishes not attached to the building structure must be mounted on separate posts and is subject to the approval of the Central Region Land Use Officer. Mounting equipment on trees and trimming of trees to accommodate siting and alignment will not be permitted.

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h) GENERAL

- i) If, in the future, utilities and services are negotiated by the cottage owners to be provided by Parks Division, such utilities and services may be provided on a cost recovery basis.
- ii) Provision of existing services may be terminated with six months notice.

5. **LOT AND BUILDING MAINTENANCE**

a) LANDSCAPE

- i) Weed control on the lot is the responsibility of the leaseholder and must adhere to the *Weed Control Act and Regulation*, as well as Park Standards. The Central Region Land Use Officer must approve control methods in advance.
- ii) Any plant material introduced must be of a species native to the area.

b) BUILDINGS

- i) Buildings and structures must be kept well painted and in a good state of repair.

c) LOT

- i) Storage of building materials, other materials, apparatus and equipment on the lot, outside the buildings will not be permitted, except on a short-term basis, which must be approved by the Central Region Land Use Officer.
- ii) Unauthorized storage of hazardous or flammable material or an accumulation of debris will not be permitted (Section 5.1 of the Provincial Parks Act and General Regulations).

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- iii) Uncontained burning of vegetation or other material will not be permitted.

d) SHORELINE STABILIZATION

- i) Shoreline stabilization is permitted.
- ii) Any work on the bed or shoreline of the lake must have Water Act approvals prior to commencement of work.

e) ANIMALS

- i) Pets must be on a leash at all times when outside your cottage.
- ii) No feeding of wildlife will be permitted. Bird feeders attract squirrels, deer, bears and other wildlife into the residential areas and causes them to lose their natural fear of humans. This in turn can cause potentially serious conflicts between animals and people.
- iii) If, after the attractant has been identified by officers as requiring removal, and still not removed as requested, an enforcement action may result.

f) RECYCLABLES

- i) Please ensure all recyclables are securely stored at all times throughout the year. Unsecured recyclables can act as an attractant that may lead to an animal having to be relocated or euthanized.
- ii) Recyclables can include, but not limited to: beverage containers (pop, alcohol, milk, juice, etc.), food containers and pet food containers that are to be recycled.

g) TREES (Nails, screws, rope, etc.)

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- i) Placing nails, screws or allowing rope to grow into the tree is not permitted. These objects may cause damage to the tree which may encourage disease, parasites or decay.
- ii) Items, such as birdhouses, must be secured to existing structures, hung from a tree limb or have an independent pole placed for that purpose.

h) FIRE PIT CLEANING

- i) Depositing of the refuse from fire pit cleaning onto Park land or adjacent leases is not permitted.
- ii) Due to fire hazard, all fire pit refuse must be thoroughly soaked with water and deposited at a facility designed for waste disposal outside of the Park.

i) OHV USAGE (refer to OHV definition on page 19)

- i) OHV use will only be permitted within the boundary of the lot lease for the purpose of driveway maintenance (i.e. Gravel spreading, snow removal, etc.). OHV use on Provincial Park lands is prohibited including roadways, trails, etc.

6. SPECIAL CIRCUMSTANCES

- a) Special circumstances may be considered for some lots that, due to shape, slope or vegetation cover may not be able to conform to standards.
- b) PRIVATE 'NO WAKE' BUOYS
 - i) Private buoy means a buoy not owned by the Federal government, Provincial government or a government agency.

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- ii) Any Private 'No Wake' buoy that is placed in Crimson Lake must conform to the Canada Shipping Act, 2001 Private Buoy Regulation.
- iii) Any Private 'No Wake' buoy that is placed in Crimson Lake that does not meet the Regulation will be removed and placed on shore at the owners cottage lease. The Park Office will contact the owner to explain why that buoy was removed.

7. DEFINITIONS

In this document,

“Carport” means a covered structure (whether attached or detached from another building) for the purpose of protecting a vehicle or other equipment;

“Developed Driveway” means a driveway that is more than simple two track gravel (ex. Concrete, asphalt, paving stone or complete gravel coverage);

“Garage” means a permanent structure with a poured concrete pad;

“Landscaping Retaining Wall” means a retaining wall that serves no apparent structural or water run-off reduction purpose;

“OHV” means any motorized mode of transportation built for off-highway use and includes ATVs, snowmobiles, motorbikes, etc. that are not intended or authorized for on-highway use;

“Shed” means a moveable structure without a poured concrete pad.

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8. PARK OFFICE CONTACT INFORMATION

The Alberta Parks Regional Office in Red Deer should be contacted for any and all requests for development, address changes and assignment/amendment of leases.

Contact:
Alberta Environment and Parks
Parks Division
700, 4909 – 49St
Red Deer, AB
T4N 1V1

Telephone: 403-755-1452

9. APPEAL PROCESS

In the event that a disagreement arises concerning the administration of these standards, the leaseholder has the option of appealing, in writing, to the Regional Director, Central Region for a review of the issue.

Contact:

Alberta Environment and Parks
Parks Division
Central Regional Director
700, 4909 – 49St
Red Deer, AB
T4N 1V1